

CONFIDENTIAL

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100160091-0

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE							
1. TITLE OF REPORT (If a fill-in report include Form No.) Year End Funding Requirement					2. TYPE OF REPORT		<input type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING
3. FUNCTIONAL AREA	PERSONNEL		TRAINING		ADMIN. GENERAL OTHER (specify)		
	LOGISTICS		SECURITY				
	MEDICAL		FINANCE				
4. NO. OF COPIES PREPARED 4	5. FREQUENCY (weekly, monthly, quarterly, etc.) Annual (if necessary)			6. DISTRIBUTION (No. of components not number of copies) 3			
7. FORMAT (memorandum, form computer print-out, etc) Memorandum		8. ADP PROCESSING			9. DIRECTIVE AUTHORITY REQUIRING REPORT OPPB		
		YES IF YES GIVE ADP PROCESSING NO. <input checked="" type="checkbox"/> NO					
10. PREPARING COMPONENT (include lowest level contributing information to report) DD/Pers, OP/B&F				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
GS-17	16.74		2		33.48		1 33.48
GS-11	6.30		2		12.60		1 12.60
GS-06	3.51		1/4		.88		1 .88
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR						\$46.96	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. See item #9.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE						ESTIMATED SAVINGS	
						MAN-HOURS	DOLLARS
16. DATE OF INVENTORY 9 Oct 1970		17. WISHING INFORMATION Approved For Release 2006/11/13 : CIA-RDP75-00399R000100160091-0 AEXO/OP		18. EXTENSION <input type="checkbox"/> STAT			

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